

MuckRock News  
DEPT MR 63294  
411A Highland Ave  
Somerville, MA 02144-2516  
63294-99725263@requests.muckrock.com

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VARA NGC Received

AUG 05 2019

Social Security Administration  
FOIA Office  
8601 Adelphi Road  
College Park, MD 20740-6001

August 1, 2019

This is a follow up to request number DOJ-AP-2019-005746:

-- Dear SSA - ---

While our appeal is pending - we dispute that you have any right to charge us more than the cost of a DVD - we wish to have the requested files.

Therefore, on behalf of Fiat Fiendum, I hereby commit to paying your requested fee of \$5,148 \*as a surety\*.

We have three conditions on this payment:

1. You will provide us with a detailed accounting of how the money was spent, and explain your specific justification for charging us to do work that the agency was already required to do by law.

2. We do NOT admit that we owe you anything, and in particular do not consider this to be payment of an owed fee. Rather, it is a surety in order to get you to perform the work while the fee dispute is resolved.

If you do not resolve the dispute in our favor administratively, we intend to sue you in Federal district court to obtain declaratory and injunctive relief that in fact you may not charge us anything.

3. We will pay you under either of the following two options (at your choice):

a) we pay you \$5,148 now, and if we win in court, you pay us back the entire amount the court determines we did not owe you, \*plus interest\* on the that amount, computed per 28 U.S. Code § 1961 (starting from the date of payment), or

b) we pay you

- i) after the court case is decided in your favor (in the amount determined by the court, if anything), or
- ii) \$5,148, if we fail to sue you within 3 years of you completing all response to this request.

If you demonstrate good faith compliance and regular progress, as a show of good faith reciprocity, we will agree not to sue you until you have completed the request. We would prefer to litigate on a clear record of the actual costs incurred and the reasons for them (which we will seek in discovery), rather than based on a speculative and unjustified estimate.

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If we do not get reports from you demonstrating progress in any 2 month span, we will consider that a demonstration of bad faith on your part which nullifies this deferred-litigation agreement.

"We" above means me personally and Fiat Fiendum, Inc., jointly and severally. This means, in particular, that I will have the right to sue you pro se for the relief stated above, even if Fiat Fiendum is not a co-plaintiff, since I personally have a right to the money.

I note again that as to the OA-DMF, the format requested is exactly the same format as you have released it for many decades, and which we believe (and you do not dispute) is the format that you in fact store it internally. I have attached the format specification document for your reference. The 508 provisions of the request are satisfied by this format, as to database files such as the DMF.

We have provided you with a completely free means of transferring the DMF files to us - upload to the link below - and therefore do not believe any costs are warranted.

If SSA has a formal written policy prohibiting you from using such transfer, please provide us with a copy of that policy (which is hereby made part of this request). Once provided with that document, we will agree to supplement the surety above with the cost of the materials and shipping for DVDs containing the requested files to the address below, though again we will dispute that we owe it, dispute that such a policy is legitimate, and explicitly reserve the issue for litigation.

Please respond immediately to

- a) acknowledge our agreement to pay,
- b) state that you have begun work on the request, and
- c) state that you agree to provide the DMF in its traditional flat-file database format described in the attached PDF.

Sincerely,  
Sai  
President, Fiat Fiendum, Inc.

Filed via MuckRock.com  
E-mail (Preferred): 63294-99725263@requests.muckrock.com

For mailed responses, please address (see note):  
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PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock

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by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

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On July 9, 2019:

Subject: Misdirected SSA appeal

The principle administrative function of the Office of Information Policy is the adjudication of appeals from the denial of access to information pursuant to the Freedom of Information Act and the Privacy Act of 1974 by components of the Department of Justice. This Office does not have authority over SSA requests or appeals. I suggest you follow SSA's instructions on how to file an administrative appeal. Unfortunately, OIP is unable to further assist you with your SSA appeal.

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On July 8, 2019:

Subject: FOIA Appeal DOJ-AP-2019-005746 Submitted

This message is to notify you of a new appeal submission to the FOIAonline application. Appeal information is as follows:

\* Appeal Tracking Number: DOJ-AP-2019-005746

\* Request Tracking Number: SSA-2019-000831

\* Requester Name: Sai Zai

\* Date Submitted: 07/08/2019

\* Appeal Status: Submitted

\* Description: Please see the appeal linked here:

<https://www.muckrock.com/foi/united-states-of-america-10/ssa-open-access-dmf-social-security-administrati-on-63294/#comm-709043>

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On July 8, 2019:

Subject: FOIAonline Password Changed

Dear Sai Zai <63294-99725263@requests.muckrock.com>,

Your password has been updated per your request. You can change your password in the future from your profile page.

If you believe you received this email in error or need additional assistance, please contact the FOIAonline Help Desk. (mailto:foia.help@epa.gov)

Thank you!

FOIAonline Team (mailto:foia.help@epa.gov)

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On April 12, 2019:

Subject: RE: Freedom of Information Act Request #SSA-2019-000571

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I appeal your appeal response, and petition for rulemaking.

1. Your asserted 10 day deadline for response is illegal.

5 USC 552(a)(6)(A)(i)(III) requires that \*any\* "adverse decision" in FOIA provide at least 90 days for requester response.

I appeal it, and furthermore, I petition for rulemaking to amend SSA's regulations to comply with the FOIA Improvement Act as above.

2. Your fee response is grossly deficient, and illegal.

a. You are claiming that the request "is not related to the administration of Social Security programs".

The primary record at issue is the Open Access SSDMF, which the agency is required by law to maintain. 42 U.S.C. 405(r), 15 CFR 1110.2.

Are you claiming that obeying 42 USC 405, and/or maintaining the OA-SSDMF, is not "related to the administration of Social Security programs", despite being an affirmative obligation on the agency? Please explain.

The balance of records are the meta-records about handling this FOIA request. FOIA is also a Social Security program, as it is for every federal agency, and the records are about how you administer it (i.e. in responding to this request).

b. You are claiming 150 hours of "search" time.

"Search" means time spent finding responsive records. The Open Access SSDMF is a single database file.

You have not explained why it would take 5 full work weeks for agency staff to search for a single file, and the claim is facially absurd. It should take less than an hour to find one database file that you are required to already have readily available.

Have you failed to maintain the Open Access DMF in the first place, and so you're claiming 150 hours of search time in order to create it?

c. You are claiming 8 hours of "review" time.

There is nothing to review in the Open Access DMF file. It is defined by law as something that may not have any sensitive material in it.

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So what exactly are you purporting to need to review, and for what?

d. You are claiming time for "organization of the publically available death information".

This sounds very much like you want us to pay for Social Security to compile the Open Access DMF, which it is required to do proactively. We refuse. You have a budget from Congress to do this work.

Please explain what other organization of information is required to respond to the request.

e. You are claiming time for "development of 508 compliant record layout".

This is illegal disability discrimination.

You may not charge extra for 508 compliance; it's an affirmative, proactive obligation. (For the record, I am partially blind.)

Furthermore, the request specifically said that the OA-SSDMF should be provided in native electronic database format, i.e. the format that you already have it in. There is no "record layout" to "develop".

f. You are claiming time for "development of the transmission method and format of the information due to the extreme size of the data file".

This is frivolous. The request provided you with an upload link to which you can send multi-gigabyte files. The cost of transmission, at most, is less than one dollar.

Even if you insisted on sending it in physical form, the cost is to burn and mail one DVD-R, which should be about \$5 total.

You're already required, jointly with NTIS, to have it readily available. There is nothing to "develop".

In total, your response appears to indicate that SSA has failed to maintain the OA-SSDMF, and is now trying to get us to pay for that. We will pay for no more than the actual cost of transmission.

Please explain how your cited estimates are applicable given if the OA-SSDMF already exists ready to be provided (as is required by law); and if it doesn't, why you want us to pay for its creation.

I look forward to your clarifying response.

Sincerely,  
Sai

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On March 1, 2019:

Subject: FOIA Response to SSA-2019-000831 - cross reference SSA-2019-00571

Dear Sai,

We have reviewed your Freedom of Information Act (FOIA) appeal, SSA-2019-000831. Our response with a new fee estimate is attached.

Please do not reply to this email correspondence. If you have an account with FOIAonline, you can correspond directly with us by logging into your account. If you need to correspond with us regarding your FOIA request but do not have an account with FOIAonline, please send your correspondence to FOIA.Public.Liaison@ssa.gov. Please include your FOIA tracking number in your email.

Sincerely,

The FOIA Team  
Social Security Administration

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On Nov. 3, 2018:

Subject: Freedom of Information Act Request: SSA Open Access DMF (Social Security Administration)

Dear Social Security Administration:

This letter is a formal Freedom of Information Act request for the following records.

A. Open Access DMF

I request the entire Open Access Death Master File, in native electronic format, as defined in 15 CFR 1110.2:

"Open Access DMF. The DMF product made available by NTIS which does not include DMF with respect to any deceased individual at any time during the three-calendar-year period beginning on the date of the individual's death."

I specifically do NOT request the Limited Access DMF, and refuse to participate in 15 CFR 1110 "certification".

The requirements of 15 CFR Part 1110 only apply to "any Person seeking access to a Limited Access DMF"; see 15 CFR 1110.1(b), limiting its applicability. This is reiterated in 15 CFR 1110.100(b), which says that "Certification under this part is not required for any Person to access the Open Access DMF made available by NTIS".

42 USC 106c(e)(1)'s FOIA exemption only applies to "the information described in subsection (a)", i.e. the Limited Access DMF information, which I do not seek.

###

All content after this line is part of my standard template.

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#### # Prioritization

Please prioritize, in order:

1. the items & subitems above, in the order listed
2. within each item or subitem, most recent records first.

#### # Additional requests

I also request:

B. all records relating to the fulfillment of this request, such as FOIA logs, documentation of searches, referral emails, etc.

This part of the request is to be processed only after you have completed processing all of the above parts. This part does not request that you create any new record; rather, it requests the records that you will have created in processing the above parts, and will therefore exist before you conduct the search for this part. See *McGehee v. CIA*, 697 F. 2d 1095, 1100-05 (D.C. Cir. 1983) (agency must use time-of-search cut-off date, not time-of-request).

C. all records relating to any complaint(s), FOIA request(s)/appeal(s), and/or Privacy Act request(s)/appeal(s) made by me. This includes, but is not limited to:

1. all records relating to the processing my previous requests, complaints, etc;
2. all records containing the terms my name, email address(es), and other contact or identifying information, listed below my signature; and
3. all records containing any of my complaint, request or appeal identifiers.

Parts (B) and (C) must be processed only after you have processed the items above that line, i.e. such that at the time of the search, the records described will have already been created at the time you conduct the search. Part (C) must be processed after part (B) is completed.

Parts (B) and (C) may overlap with similar prior requests. However, the cut-off date is, at earliest, the date that you complete search on all of the above items. If you wish to administratively merge this request with a prior similar request, I consent on condition that you extend the cut-off date for the prior request, and provide rolling updates. Otherwise, you must treat this as a new request.

For all responsive records, I also request:

D.

1. all parts of the record (i.e. no portion of a record with some responsive portion may be considered

"non-responsive");

2. all versions of the record, whether or not currently in use;
  3. all record metadata, such as dates on which they were drafted, passed, went into effect, withdrawn, or similar events; person(s) / office(s) responsible; authors; IDs; revision numbers; etc.;
  4. a detailed index of all claims of exemption/privilege, regardless of whether the record is claimed to be exempt in whole or in part;
- access to inspect the record directly, in its native electronic format; and
5. if any classification applies, mandatory declassification review (MDR) under E.O. 13526, and the result of the MDR, including any declassified records.

Items in part (D) should be prioritized at the same level as the record they apply to.

#### # Timing

For all requests above, the "cut-off date" is, at the earliest, the date that you conduct the search.

The priority order listed above is only for items that may take extra time to respond to, and must not be taken as blocking response to an otherwise lower priority item that could be released more quickly than a higher priority item that is pending time-intensive search or review.

#### # FOIA IA notice

Please note that this request is made after the enactment of Public Law No. 114-185, S. 337 (114th), the FOIA Improvement Act of 2016 (FOIA IA). The revised statute, as specified in the FOIA IA, applies to this request. FOIA IA § 6.

In particular, please note that:

1. you must provide electronic format documents, §§ 552(a)(2) (undesignated preceding text), 552(a)(2)(E) (undesignated following text), 552(a)(3)(B), and 552(a)(3)(C);
2. you may not specify an appeal duration less than 90 days, § 552(a)(6)(C)(A)(i)(III)(aa);
3. you may not withhold any record unless "the agency reasonably foresees that disclosure would harm an interest protected by an exemption described in subsection (b), or disclosure is prohibited by law", § 552(a)(8)(A)(i);
4. you must segregate and partially release records where possible, §§ 552(a)(8)(A)(ii) and 552(b) (undesignated matter following (b)(9)); and
5. you may not claim deliberative process exemption for records more than 25 years old, § 552(b)(5).

#### # "Record" defined

For the purposes of this request, except as otherwise specified, "record" means any agreement, appendix, application, assessment, attachment, checklist, circular, contract, correspondence (including but not limited to email), data management plan, documentation of search parameters, email, email attachment,



form, guide, handbook, index of records, information consent agreement, information sharing agreement, instruction, interpretation, kit, management instruction, manual, memorandum, memorandum of understanding, notice, notification, opinion, order, plan, policy, policy statement, processing note, publication, recording, referral, report, request certification form, request detail report, response, rule, script, standard operating procedure, submission, talking point, training document, video, or related record described, regardless of publication status.

#### # Anti-duplication exclusion

This request specifically excludes providing me with new copies of any records which have been already provided to me or published online for free (e.g. on the agency's online "reading room"), in full or identically to the form that would be provided to me under this request (i.e. with exactly the same format, redactions, and claimed exemptions).

This is only an exclusion on providing records under this request that are identical to those already provided to me or available online, and only if I am or have already been provided a link to the online version (if "available online").

This exclusion is only intended to limit unnecessary duplication or provision, not to limit what records are responsive to this request, nor to permit failure to disclose the location of a responsive record available online. If this exclusion would in any way increase the cost or duration to respond to this request, it is to be ignored to the extent it does so.

This request is to be treated as separate from all others that I have filed.

#### # Forwarding; multi-agency / multi-component records

Please forward this request to the FOIA office of every agency component and subcomponent that may have responsive records for independent processing, with a copy to me.

This request includes any records held jointly by your agency in conjunction with any other agency and/or department, in interagency and/or interdepartmental systems of records, or by other agencies or third parties (including contractors) acting pursuant any agreement with your agency.

#### # Minimal redaction

Please note that the FOIA requires you to service the maximum extent of my request that can be done via e.g. partial redaction of exempt material. If you believe some portions of a record to be exempt because it contains Sensitive Security Information (SSI, 49 CFR 15 & 1520) or classified information (18 USC 798), please provide a version of the record redacted to the minimum extent necessary to remove exempt information (e.g. per 49 CFR 1520.15), along with adequate information to describe the reason for each specific exemption.

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#### # Estimates and rolling updates

In order to help tailor my request, please provide an upfront estimate of the time and cost it will take to complete this request, broken down any significant factors that would affect cost to service, number of records in each category, and your estimate of how many records in the category are likely to be exempt.

Please provide me with incremental updates, with updated estimates for fulfillment of the remainder, ~~rather than having the entirety of the request be blocked until fully completed.~~

#### # No new records; electronic & original format

This request does not ask you to create new records.

If you determine that a response would require creating a new record that you do not want to create, please first contact me by email with an explanation of what records you have that would most closely match the information requested and might be acceptable substitutes, so that we can reasonably tailor the request.

In particular, I specifically request that you do not create new documents in response to this request that are modifications of a digital record, such as page-view images, print views, scans, or the like. No such creation or substitution is authorized by FOIA or the Privacy Act.

However, if the same or similar records are held in both electronic and paper formats, this request includes both the paper and electronic versions. The paper version and the digital version are distinct records, and each may contain distinct information such as handwritten or other markings on the paper copy and embedded metadata in the electronic version.

I specifically request both the original, electronic format record, and (if it contains any additional markings) the paper record.

To the extent that the native electronic format is proprietary or otherwise not in format accessible by widely available, open source software, I also request

1. an export of the proprietary format into a standard, open format, as described below, and
2. all proprietary software necessary to use and understand the original, proprietary format records.

#### # Rehab Act § 508 compliance

Please note that I am partially blind, use screen readers (such as VoiceOver and TalkBack), and need to process documents using computer code (which requires machine-readable data).

In accordance with 5 USC 552(a)(3)(B & C) (E-FOIA), Rehabilitation Act § 508, and FOIA IA, I demand that

you respond using original, native format, electronic, machine-processable, accessible, open, and well structured records to the maximum extent possible — for both the content of your response, and any communications about the request (such as response letters).

This means, e.g.:

1. native, original format records rather than PDFs or other conversions (see note above re providing both native electronic records and scans of paper records, if both exist);
2. individual files per distinct source record (e.g. one .msg file per email), named clearly using the record's identifier, title, and date, rather than a single file containing multiple concatenated records;
3. records compliant with the Rehabilitation Act § 508, 36 CFR 1194.22, USAB ATBCB-2015-0002, and I

SO 14289--1;

4. fully digital text records rather than scans, rasterizations, or OCR;
5. complete electronic records, as held on any computer (including phones, servers, backup servers, mail servers, workstations, etc.), including all headers and attachments, fully expanded e-mail addresses, full addresses for address "aliases", full lists for "distribution list" aliases, all embedded and external metadata, complete bitwise digital copies of the original file, all file headers, and all other file content;
6. blackout rather than whiteout redactions, with every redaction marked with all exemption(s) claimed for that redaction;
7. digital redactions rather than black marker or rasterization;
8. lists and structured data as machine-processable spreadsheets (e.g. CSV, SQL, XSL) rather than word documents (e.g. DOC, PDF, TXT, RTF) or partial printouts (e.g. PDF),
9. open format records (e.g. PDF, AVI, MPG) rather than proprietary format records (e.g. WordPerfect, Microsoft Advanced Systems Format (ASF)) (note above re providing both original, proprietary format records and open format records);
10. scans rather than paper copies;
11. digital audio/video files rather than physical tapes;
12. upload to your Electronic Reading Room (or other publicly accessible server) rather than personal transfer (for all items other than the item requesting records related to me or my requests);
13. email or (S)FTP file transfer rather than CD;
14. email correspondence rather than physical mail; etc.

# Compression, passwords, and uploading large files

Multiple files may be sent in a combined, compressed form using standard ZIP, TAR, GZIP, BZIP2, and/or RAR formats, or sent as separate files, at your discretion.

Do not use any password on any files, including ZIP files etc., unless a password was present in the original, native format (in which case, leave it unaltered, and send me the password).

If there are any files you prefer not to transfer by email (e.g. if they are >10MB), please upload them to me via the link listed below my signature. Doing so is secure, completely free to you, and I will be notified of the upload.

# No physical "duplication"; inspection & direct access

Please note that this request does not request that you physically "duplicate" records, as I do not want you to create any paper or other physical copy for me — I only want electronic versions (or scans, for records that are not fully available in electronic form). As such, I expect there to be no duplication related costs.

Furthermore, I specifically request access for inspection of the records, including direct electronic access, in native format, to any electronic records.

# No fees agreed to; non-commercial status; journalistic & public interest waiver

I am not currently willing to pay for servicing this request. I may be willing to pay if it is necessary; please send a detailed explanation of the costs and their statutory justification, and service the maximum extent of the request that can be done for free in the meantime.

This request is a qualified request for journalistic, public interest purposes. As such, I request fully waived fees, including both public interest fee waiver and journalistic fee waiver.

1. Fiat Fiendum, Inc. (FF) is a 501(c)(3) nonprofit organization, organized for charitable, educational, scientific, and/or literary purposes.

This request is a part of FF's bona fide educational and scientific purpose activities, which are public interest purposes as a matter of law.

2. FF's actions in matters such as this request are non-commercial. My personal interest in the records is also non-commercial.

3. Both Fiat Fiendum as an organization, and I as an individual, are representatives of the news media and entitled to waiver of all search fees.

4. I intend and am able to host and publish all received records online to the general public at no charge, as well to publish highlights, analyses, summaries, commentaries, and other creative, original journalistic and scientific work about responsive records through multiple online publications, as part of Fiat Fiendum's work.

5. The records requested are of significant public interest, entitled to waiver of all duplication fees, since

- a. they are requested for 501(c)(3) public interest purposes;
- b. as above, I both am able and intend to disseminate the files widely;
- c. they would contribute greatly to the public understanding of the operations & activities of your agency, in that they are records that directly describe agency operations & activities, as well as the issues and matters described at the top of this letter;
- d. they are not currently readily available; and

e. they are likely to be requested by others.

6. As mentioned above, I am explicitly not asking for any physical duplication, but rather direct server-to-server file transfer or email (or posting on your website). FOIA authorizes "duplication" fees strictly limited to your agency's actual costs, and mandates that your agency use the cheapest available requested methods. I consider the actual costs for server-to-server file transfer to be reasonably estimated by, e.g., Amazon S3's pricing (<https://aws.amazon.com/s3/pricing/>).

7. I request that, pending fee waiver determination or appeal, you proceed with this request as if it were in the "other non-commercial requester" category.

#### # Requester

This request is made on behalf of both myself, Sai (in personal capacity) and Fiat Fiendum, Inc. (in official capacity).

Please note that "Sai" is my full legal name.

#### # Request tracking numbers and estimated completion date

Upon receipt, and in every followup response, please state your tracking number(s) for this request, as well as your specific estimated completion date. 5 USC 552(a)(7).

#### # Communication about this request and method for responding

If you have any questions or updates about this request, please contact me by email, using only the MuckRock email address from which this request was sent. Please do not send responses to my personal or organizational email addresses unless I specifically request you to do so.

Please ensure that all of your responses comply with § 508 of the Rehabilitation Act, 36 CFR 1194.22, and UESB NPRM ATBCB-2015-0002.

In particular, please make all correspondence pursuant to this request — including notification and responsive records — by email, with native electronic format records, as specified in the request. I do not authorize you to send anything to me by physical mail unless I specifically state otherwise.

Do not respond using ZixCorp "Secure Mail" or any other method that "expires" records from being available. Use only actual email and direct attachments, or upload using the link below, unless I explicitly request otherwise.

#### # "Reasonable description" and tailoring

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Please note that a request need only be "reasonably described" in the sense that you understand what is requested and where you can find it. A request is not improper merely because of the amount of responsive records. I will not agree to a limitation premised on this request asking for voluminous records. However, I may agree to a limitation premised on the difficulty of finding particular records or categories thereof, the quality of records available, paper vs electronic format, or similar issues.

If you believe that any of the requested items are not reasonably described, that they would be overly burdensome to fulfill, or that you need any further information, please be specific about what you consider vague.

Please include in any response about "reasonably described", or any request for narrowing, specific questions I can answer that would clarify matters for you; specific descriptions of what parts of the request more or less burdensome (and why) that could serve as the basis for negotiating a narrower request; and any indexes, finding guides, record categories, record storage practices, likely places that responsive records may be located, or similar information that would allow me to understand your concerns and better tailor the request.

Sincerely,  
Sai  
President, Fiat Fiendum, Inc.

Fiat Fiendum is a 501(c)(3) tax-exempt corporation devoted to public interest journalism, government transparency and accountability, individuals' civil rights, and related issues.

Upload link and physical mail address are below. (Again, do not physically mail responsive records without my explicit request; send all responses electronically.)

Filed via MuckRock.com  
E-mail (Preferred): 63294-99725263@requests.muckrock.com

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For mailed responses, please address (see note):  
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## Attachment

### Important Information-Mandatory Requirements Death Master File

#### IMPORTANT INFORMATION – MANDATORY REQUIREMENTS DEATH MASTER FILE

#### **TO ALL SUBSCRIBERS PURCHASING THE SOCIAL SECURITY ADMINISTRATION'S (SSA) DEATH MASTER FILE (DMF):**

As a result of a court case under the Freedom of Information Act, SSA is required to release its death information to the public. SSA's DMF contains the complete and official SSA database extract, as well as updates to the full file of persons reported to SSA as being deceased. However, you, as a subscriber/purchaser of SSA's DMF, are advised at the time of initial purchase that the DMF does have inaccuracies and **SSA DOES NOT GUARANTEE THE ACCURACY OF THE DMF FILE**. SSA does not have a death record for all deceased persons. Therefore, the absence of a particular person on this file is not proof that the individual is alive. Further, in rare instances it is possible for the records of a person who is not deceased to be included erroneously in the DMF. If an individual seeing your copy of the DMF has a complaint that they find erroneous data/death information on that DMF, you should advise them to follow the procedures listed below. In fact, **you should be providing the information below in your publication, if any, of the DMF:**

**ERRORS** – If an individual claims that SSA has incorrectly listed someone as deceased (or has incorrect dates/data on the DMF), the individual should be told to contact their local Social Security office (with proof) to have the error corrected. The local Social Security office will:

- (1) make the correction to the main NUMIDENT file at SSA and give the individual a verification document of SSA's current records to use to show any company, recipient/purchaser of the DMF that had the error; OR,**
- (2) find that SSA already has the correct information on the main NUMIDENT file and DMF (probably corrected sometime prior), and give the individual a verification document of SSA's records to use to show to any company subscriber/purchaser of the DMF that had the error.**

In the latter case (2 above), the DMF subscriber (you) probably received the incorrect death data sometime prior to the correction of SSA's main records. (The only way you can now get an updated DMF with the correction would be to again purchase the entire DMF file and keep it current with all of the **MONTHLY OR WEEKLY UPDATES** – See MANDATORY REQUIREMENTS below.) You should accept proof from the individual (his/her own records or the verification s/he received from the local Social Security office) and correct your copy of the DMF. You should also notify any organization to which you sold the DMF that this correction needs to be made.

**MANDATORY REQUIREMENTS:**

It is mandatory that all subscribers of the DMF intending to use its data on a continuing basis must, after receiving an updated complete **DMF FULL FILE**, keep that file updated by continually purchasing all **MONTHLY OR WEEKLY UPDATES (NEW DEATHS/CHANGES/DELETIONS)**, beginning with the same month as the Full File. If you are not meeting SSA's requirements because you are not receiving the **MONTHLY OR WEEKLY UPDATES ON A CONTINUING BASIS** immediately after receiving the **FULL FILE**, then you are **NOT** keeping your DMF up-to-date with SSA's records. Thus, you are working with a DMF with an increased number of unnecessary inaccuracies and possibly adversely affecting an increased number of individuals. **NO ONE IS TO SELL THE DMF WITHOUT REQUIRING CONTINUOUS SUBSCRIBERS TO ADHERE TO THIS MANDATORY REQUIREMENT FOR KEEPING THEIR DMF UP-TO-DATE.**

**YOU, AS A DMF SUBSCRIBER, ARE REMINDED THAT YOU SHOULD NOT TAKE ANY ~~ADVERSE ACTION AGAINST ANY INDIVIDUAL WITHOUT FURTHER INVESTIGATION~~ TO VERIFY THE DEATH LISTED.**

If you, as a subscriber to SSA's DMF are making available/selling SSA's DMF information to others, you **MUST ALSO PROVIDE THEM WITH A COPY OF THIS NOTICE.**

**NOTE: DO NOT TELL ANYONE TO CONTACT NTIS OR SSA HEADQUARTERS FOR CORRECTIONS! CORRECTIONS MUST BE MADE AT THE LOCAL SOCIAL SECURITY OFFICE SERVICING THE INDIVIDUAL.**



# DEATH MASTER FILE EXTRACT OUTPUT RECORD SPECIFICATIONS 11/2011\*\*

RECORD LOCATION	FIELD DESCRIPTION	FIELD SIZE
01	BLANK OR A (ADD), C (CHANGE), OR D (DELETE)***	1
02-10	SOCIAL SECURITY NUMBER	9
11-30	LAST NAME	20 *
31-34	NAME SUFFIX	4 *
35-49	FIRST NAME	15 *
50-64	MIDDLE NAME	15 *
65	V or P CODE (VERIFIED OR PROOF CODE)****	1 *
66-73	DATE OF DEATH (MM,DD,CC,YY)	8 *
74-81	DATE OF BIRTH (MM,DD,CC,YY)	8 *
82-83	BLANKS *****	**
84-88	BLANKS *****	**
89-93	BLANKS *****	**
94-100	BLANKS	

\* Revised 3/2001 to expand the name field, add the middle name, suffix and V/P fields, and adjust remaining field positions accordingly.

\*\* Revised November 1, 2011 to remove the State/Country Code of Residence, Zip code – Last Residence, and Zip code – Lump Sum Payment fields as a result of no longer publishing protected state records.

\*\*\* BLANK = ONLY ENTIRE REPLACEMENT FULL FILES WILL HAVE A BLANK IN POSITION 1 (ADDs, CHANGEs, and DELETEs ARE ONLY ON MONTHLY OR WEEKLY UPDATES).

A = NEW DEATHS TO BE ADDED TO YOUR MASTER DMF DATABASE, OR REPLACE ANY CURRENT MASTER FILE ENTRIES (AS IF CHANGES). FOR VARIOUS REASONS, YOU MAY FIND THAT: AN UPDATE “A” IS FOR AN IDENTICAL ENTRY ON YOUR MASTER DMF--SO REPLACE CURRENT ENTRY OR IGNORE THIS UPDATE “A;” OR AN UPDATE “A” IS FOR SAME SSN ON YOUR MASTER FILE, BUT WITH SOME OTHER DIFFERENT DATA--SO REPLACE CURRENT ENTRY WITH THIS LATEST DATA.

C = CHANGES MADE TO THE RECORDS ON THE DMF DURING THAT MONTHLY/WEEKLY PERIOD (SUCH AS IN DATE OF BIRTH OR DEATH, ETC). THIS ENTIRE “C” RECORD FOR THAT SSN SHOULD REPLACE ANY CURRENT RECORD YOU HAVE ON YOUR MASTER DMF, OR BE ADDED IF NO ENTRY FOUND ON YOUR MASTER DMF. (AGAIN FOR VARIOUS REASONS, YOU MAY NOT FIND THE SSN ON YOUR MASTER DATABASE THAT YOU HAVE BEEN KEEPING UP-TO-DATE.)

D = DELETES: FOR ANY SSN RECORD PREVIOUSLY ON THE DMF WHICH WAS FOUND TO BE ERRONEOUS AND SHOULD BE REMOVED FROM YOUR MASTER DMF; OR IF (FOR VARIOUS REASONS) NO CURRENT RECORD ON YOUR MASTER FILE, IGNORE THIS DELETE.

\*\*\*\* V (VERIFIED) = REPORT VERIFIED WITH A FAMILY MEMBER OR SOMEONE ACTING ON BEHALF OF THE FAMILY.

P (PROOF) = DEATH CERTIFICATE (OR REQUIRED INFORMATION) OBSERVED.

N or BLANK = PRIOR TO USING V or P CODES, OR FAIRLY RELIABLE SOURCE, BUT NO INFORMATION MEETING V or P REQUIREMENTS.

\*\*\*\* Always blank after November 1, 2011. Please see ATTACHED list for valid values prior to November 1, 2011.

NOTE: DMF SUBSCRIBERS MUST NOT TAKE ANY ADVERSE ACTION AGAINST ANY INDIVIDUAL WITHOUT FURTHER INVESTIGATION TO VERIFY ANY DEATH LISTED, EVEN IF V OR P CODES ARE PRESENT. FURTHER, SSA DOES NOT GUARANTEE THE ACCURACY OF THE DEATH MASTER FILE.

**DMF – STATE /COUNTRY /OTHER SOURCE CODE**

**STATE CODES**

01 ALABAMA  
02 ALASKA  
03 ARIZONA  
04 ARKANSAS  
05 CALIFORNIA  
06 COLORADO  
07 CONNECTICUT  
08 DELAWARE  
09 DISTRICT OF COLUMBIA  
10 FLORIDA  
11 GEORGIA  
12 HAWAII  
13 IDAHO  
14 ILLINOIS  
15 INDIANA  
16 IOWA  
17 KANSAS  
18 KENTUCKY  
19 LOUISIANA  
20 MAINE  
21 MARYLAND  
22 MASSACHUSETTS  
23 MICHIGAN  
24 MINNESOTA  
25 MISSISSIPPI  
26 MISSOURI  
27 MONTANA  
28 NEBRASKA  
29 NEVADA  
30 NEW HAMPSHIRE  
31 NEW JERSEY  
32 NEW MEXICO  
33 NEW YORK  
34 NORTH CAROLINA  
35 NORTH DAKOTA  
36 OHIO  
37 OKLAHOMA  
38 OREGON  
39 PENNSYLVANIA  
40 PUERTO RICO  
41 RHODE ISLAND  
42 SOUTH CAROLINA  
43 SOUTH DAKOTA  
44 TENNESSEE  
45 TEXAS  
46 UTAH  
47 VERMONT  
48 VIRGIN ISLANDS  
49 VIRGINIA  
50 WASHINGTON

51 WEST VIRGINIA  
52 WISCONSIN  
53 WYOMING  
54 NEW YORK CITY

**COUNTRY CODES**

55 ASIA  
56 CANADA  
57 CENTRAL AMERICA AND WEST INDIES  
58 EUROPE  
59 MEXICO  
60 OCEANIA (AUSTRALIA AND ISLANDS IN  
THE PACIFIC  
61 PHILIPPINE ISLANDS  
62 SOUTH AMERICA  
63 AREAS UNDER U.S.ADMINISTRATION:  
[CANAL ZONE,CANTON ISLANDS,  
CAROLINE ISLANDS,  
MARIANA ISLANDS (OTHER THAN GUAM),  
MARSHALL ISLANDS,  
MIDWAY ISLANDS,  
WAKE ISLANDS]  
64 AMERICAN SAMOA  
65 GUAM  
97 NORTHERN MARIANA ISLANDS  
SPACES

**NOTE: IF ANY OTHER VALUES ARE SHOW IN  
THESE TWO CODE POSITIONS, YOU SHOULD  
IGNORE THEM. FOR YOUR PURPOSES, IT  
MEANS THAT SSA DOES NOT HAVE A  
STATE/COUNTRY CODE FOR YOU.**

MuckRock News  
DEPT MR 22987  
411A Highland Ave  
Somerville, MA 02144-2516  
22987-47999739@requests.muckrock.com

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Charlotte-Mecklenburg Police Department  
North Carolina Public Records Law Office  
600 East 4th Street  
Charlotte, NC 28202

August 1, 2019

This is a follow up to a previous request:

To Whom It May Concern:

I wanted to follow up on the following North Carolina Public Records Law request, copied below, and originally submitted on Dec. 17, 2015. Please let me know when I can expect to receive a response.

Thanks for your help, and let me know if further clarification is needed.

Filed via MuckRock.com  
E-mail (Preferred): 22987-47999739@requests.muckrock.com

For mailed responses, please address (see note):

MuckRock News  
DEPT MR 22987  
411A Highland Ave  
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.

On Jan. 4, 2016:

Subject: Public Records Law Request: Fines and Fees in Operating Budget (Charlotte-Mecklenburg Police Department)  
Mr. Knight;

I wanted to acknowledge receipt of your request. I forwarded your original request to our Police Attorney's Office to determine if we have the information you requested.

MuckRock News  
DEPT MR 22987  
411A Highland Ave  
Somerville, MA 02144-2516  
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James G. Weaving  
Police Customer Service Manager  
Records Division  
NCIC/DCI Asst. Terminal Access Coordinator  
Charlotte-Mecklenburg Police Department  
601 E. Trade St. Charlotte, NC 28202  
704-336-2371 OFFICE  
704-336-6599 FAX  
704-621-8289 CELL  
jweaving@cmpd.org  
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On Dec. 17, 2015:  
Subject:  
To Whom It May Concern:

Pursuant to North Carolina Public Records Law (G.S. §§ 132-1 through 132-10), I hereby request the following documents:

\* A copy of any official calculations of revenue coming from court fees and fines between FY 11 and FY 15, or calendar year 2010 and calendar 2014 if your government operates on a calendar year budget cycle.

\* Accounts Receivable databases that cover fines and fees paid for government services by individuals, rather than businesses. This would include Revenue Journals that cover such payments, as well as other financial statements that cover income from fees and fines.

\* Any logs of appeals of fines that is kept by this agency, including, if the log has it, outcome of the appeal, payments made, and other fields that are present in such a log.

\* A copy of contracts with any vendors that help manage the assignment, collection, or management of fees and citation information. This would include contracts with vendors that provide parking ticket software, for example, as well as court fees.

\* The record layout for any databases that are used to track the assignment, collection, or management of fees, fines and citations. This would just be a copy of the header columns in these databases, and not the information in the databases.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

MuckRock News  
DEPT MR 22987  
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Somerville, MA 02144-2516  
22987-47999739@requests.muckrock.com

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Thank you in advance for your anticipated cooperation in this matter. I would request your response within ten (10) business days.

Sincerely,

Lukas Knight

Filed via MuckRock.com  
E-mail (Preferred): 22987-47999739@requests.muckrock.com

For mailed responses, please address (see note):

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[illegible]

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